



North Carolina Department of Health and Human Services
Division of Aging and Adult Services

2101 Mail Service Center • Raleigh, North Carolina 27699-2101
Courier 56-20-25 Phone 919-733-3818 Fax 919-715-0023

Michael F. Easley, Governor
Carmen Hooker Odom, Secretary

Karen E. Gottovi, Director
(919) 733-3983

August 10, 2005

**DEAR COUNTY DIRECTOR OF SOCIAL SERVICES, AREA MENTAL HEALTH
DIRECTOR, LOCAL HEALTH DEPARTMENT DIRECTOR, LOCAL EMERGENCY
MANAGEMENT DIRECTOR AND COUNTY DEPARTMENT ON AGING DIRECTOR**

SUBJECT: SPECIAL MEDICAL NEEDS SHELTERING TRAINING

Coordination of sheltering options during disasters for persons with special medical needs (SMN) varies from county to county. Regardless of which agency serves as the lead coordinating agency, all counties need to have plans helping them identify the persons with SMN as well as assisting them with options for staying safe during disasters.

The Division of Aging and Adult Services is pleased to announce *Disaster Planning: The Key to Special Medical Needs (SMN) Sheltering* training. This 3-hour workshop is specifically designed for SMN coordinators and SMN stakeholders. Please share this brochure with your staff and with other community stakeholders.

Participants will learn strategies to create or strengthen their agency's SMN policies. They will examine the key role that caregivers assume during disasters as well as examine community and State resources.

The workshops will be held in the following locations:

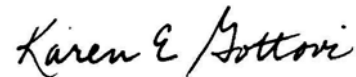
August 22, 2005 9:30 a.m. – 12:30 p.m. John Robert Kernodle Senior Activities Facility Rooms A & B Mebane Street Burlington, NC	August 31, 2005 9:30 a.m. – 12:30 p.m. O.P. Owens Auditorium Robeson County Center 455 Canton Road Lumberton, NC
August 23, 2005 9:30 a.m. – 12:30 p.m. Room 128.Haynes Building Enka Campus Asheville-Buncombe Technical College Candler, NC	September 2, 2005 9:30 a.m. – 12:30 p.m. Room 14 Martin Community College 1161 Kehukee Park Road Williamston, NC
September 8, 2005 9:00 a.m. – 12:00 p.m. Videoconference Multiple Sites (See Attached Brochure)	

Dear Director
RE: Special Medical Needs (SMN) Training
August 10, 2005
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You must pre-register if you plan to attend a workshop. A registration form is attached, which may be photocopied if needed. You may fax your completed registration form to Charlene Wilson, at (919) 715-0023 or mail it to NC Division of Aging and Adult Services, ATTN: Charlene Wilson, Mail Service Center 2101, Raleigh, NC 27699-2101. The registration may also be sent as an e-mail attachment prior to August 26th to Charlene.Wilson@ncmail.net.

If you have questions or need additional information about the workshops, please contact Vicky Church or Heather Burkhardt at (919) 733-3818.

Sincerely,

A handwritten signature in black ink that reads "Karen E. Gottovi". The signature is written in a cursive, flowing style.

Karen E. Gottovi, Director
NC Division of Aging and Adult Services

KEG/vtc

Attachment

AFS-16-2005